

From: Sonntag, Patricia
To: Christian, Doretha; Mueller, Brian
Cc: Chambers, Carlene
Subject: RE: Special Account Code for Falcon Refinery
Date: Friday, February 21, 2014 1:04:59 PM

Sending request out for these individuals to amend timecards to reflect TR2B to bring TR2 out of negative.

Employee Name	FY Pay Period	APPN	Change APPN to TR2B	End Date	Site/Project	Site Name	Program Code	Total Hours
WERNER, ROBERT	201405	TR2	TR2B	11/30/2013	06MCNS00	FALCON REFINERY	501EC7	36.25
WERNER, ROBERT	201406	TR2	TR2B	12/14/2013	06MCNS00	FALCON REFINERY	501EC7	50
WERNER, ROBERT	201407	TR2	TR2B	12/28/2013	06MCNS00	FALCON REFINERY	501EC7	30
WERNER, ROBERT	201408	TR2	TR2B	1/11/2014	06MCNS00	FALCON REFINERY	501EC7	0.5
MORAN, GLORIA	201409	TR2	TR2B	1/25/2014	06MCNG02	FALCON REFINERY	501EC7	11
WERNER, ROBERT	201409	TR2	TR2B	1/25/2014	06MCNS00	FALCON REFINERY	501EC7	2.5
SHEWMAKE, KENNETH	201410	TR2	TR2B	2/8/2014	06MCAC02	FALCON REFINERY	303DD2	35.75
MORAN, GLORIA	201410	TR2	TR2B	2/8/2014	06MCNG02	FALCON REFINERY	501EC7	3

\$11,136.26

Thanks,

Patricia Sonntag
6SF, Program Analyst
214-665-2213

From: Christian, Doretha
Sent: Friday, February 14, 2014 4:07 PM
To: Sonntag, Patricia; Mueller, Brian
Cc: Chambers, Carlene
Subject: RE: Special Account Code for Falcon Refinery

Brian,

I talked to Carlene today and discussed the remaining balance (\$75k) in the account as well as future work and funding needs. We propose the following for the 06MC account:

- 1) Continue to have staff make payroll adjustments from TR2 to TR2B to correct the negative balance of -\$11k (Patti, can you run a current report to show pay period/hours/dollars and we can figure out which one to correct to meet this amount?) I don't think we will have to have all of the ones requested as shown in the latest report you sent out.
- 2) Obligate \$50k of the remaining balance on extramural contracts - 06MC00 TR2B (Brian, when you complete the paperwork, I think Carlene can take care of this)
- 3) Remaining amount of \$25k will be used for intramural payroll/travel - 06MC00 TR2B
- 4) Watch the balance in the account and at a certain time when the balance is getting really low, instruct staff to begin charging to T

Let's confirm all of the above and discuss on Tuesday; but for now I think this is a workable plan and any other extramural funding will come from pipeline.

Doretha A. Christian
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9597599

From: Sonntag, Patricia
Sent: Monday, February 03, 2014 10:29 AM
To: Mueller, Brian
Cc: Christian, Doretha
Subject: RE: Special Account Code for Falcon Refinery

Brian,

Pls coordinate w/Doretha to see if you need to have staff charge this special account to T, and if so, what project code to use (i.e. 06MCxx00)? If staff will need to amend PP+, pls let me know dollar amount of amendments needed.

Thanks,

Patricia Sonntag
6SF, Program Analyst
214-665-2213

From: Mueller, Brian
Sent: Monday, February 03, 2014 9:13 AM
To: Sonntag, Patricia
Cc: Christian, Doretha
Subject: Special Account Code for Falcon Refinery

Patti

Can you please send me the correct code to share with the Falcon Refinery Team. The special accounts (TR2 and TR2B) for the site are very low and I need to conserve/use the remaining funds for travel to the site and fund the ongoing RI report. I may also need for Team members to go back and amend their People Plus from (TR2 and TR2B) to T.

Thanks

Brian W Mueller RPM
EPA R6 Superfund
214 665-7167